



SAINT IGNATIUS

Cleveland • Jesuit • 1886

Dear Parent(s) and Student:

Thank you for your interest in Saint Ignatius High School. The following list may be helpful as you navigate your way through the Admissions Process. If you have any questions about any of these steps, please do not hesitate to reach out to us via email at sfujimura@ignatius.edu or porourke@ignatius.edu. All of the forms referenced in this checklist are available on our website at www.ignatius.edu/how-to-apply.

The Application Procedure - Checklist

Diocesan School Students

- ___ You will receive your **application** from your grade school teachers in January.
- ___ Your grade school will also handle the **teacher recommendation**. You **DO NOT** have to fill out the Teacher Recommendation Form that is posted on our website - we do not want your teachers duplicating work.
- ___ Your grade school will handle the **mailing of your records** to us in February should you be admitted.
- ___ Please submit a copy of at least one **standardized test score** (PLAN, MAP, IOWA, or the like).
- ___ Please ask your pastor to mail a completed **pastor recommendation** to us by January 30, 2021.
- ___ You may also ask neighbors, friends, coaches, and other such people to submit letters of recommendation if you'd like, though it is not necessary.

Non-Diocesan School Students

- ___ Please submit your **non-Diocesan application** by January 30, 2021.
- ___ Please ask your teacher to mail a completed **teacher recommendation form** to us by January 30, 2021.
- ___ Please ask your school to send us a complete transcript of your 7th and 8th grade grades and all records of your **standardized test scores** by submitting our **Student Records Request** form to the main office.
- ___ Please ask your pastor to mail a completed **pastor recommendation form** to us by January 30, 2021.
- ___ You may also ask neighbors, friends, coaches, and other such people to submit letters of recommendation if you'd like, though it is not necessary.

All Students

- ___ If you wish to apply for financial assistance, please send Financial Aid applications to FACTS by **November 13, 2020**. The application can be completed online.

REMINDER: The deadline for the submission of all materials is January 30, 2021. The admissions committee cannot review incomplete files.

In early February, after all materials have been submitted, the admissions committee will meet to review all application materials. We are committed to making our decisions about applicants only after careful consideration has been given to all materials provided. Specifically, the committee will consider elementary school grades; teacher and pastor recommendation letters; conduct and effort marks; standardized testing results; and extracurricular involvement. **All decision letters will be mailed in mid-February. The admissions status of an applicant is confidential and cannot be disclosed over the phone. If you have any questions, please contact us at your convenience at the email addresses listed above.**